

**Camden County Board of Commissioners
Regular Meeting
August 1, 2011
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina**

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on Monday August 1, 2011 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and
Commissioners Randy Krainiak and Michael McLain.

Also attending were County Manager Randell Woodruff, Clerk to the Board Ashley R. Honaker, and County Attorney John Morrison. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Dan Porter Planning Director, Davis Credle Public Works Director, Dawn Lowry Water Department, Jerry Jennings NCDOT, Ivo

Chairman Sandra Duckwall called to order the August 1, 2011 meeting of the Camden County Board of Commissioners at 7:10 PM.

Invocation and Pledge of Allegiance

Chairman Sandra Duckwall gave the invocation and led those present in the Pledge of Allegiance.

Public Comments –

None.

Consideration of Agenda

The following amendments were made to the agenda:

- Item 4.C from the South Camden Water & Sewer District Board Meeting is moved to Item 7.H under New Business in the regular meeting
- Item 7.D is changed to say “Set Public Hearing for construction and approval if bids for the South Camden Volunteer Fire Department”
- Move item 7.A to Item 3.B.

Vice Chairman Garry Meiggs made a motion to approve the agenda as amended. At 7:14PM, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Presentations

Item 3.A.- NCDOT Secondary Roads Program

Jerry Jennings from the NCDOT in Region 1 based in Elizabeth City, NC, came before the Board to present the most recent Secondary Roads Program outline.

Commissioner Michael McLain made a motion to accept the program resolution. At 7:30pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry

Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 3.B.- Comprehensive Transportation Plan

Ivo of the NCDOT in Raleigh, NC, came before the Board to give a presentation on the upcoming Camden County Comprehensive Transportation Plan. This will be conducted by the State to no cost to the County, and NCDOT will be partnering with Albemarle RPO. It will be based on a 30-year projection scale.

Old Business

Item 4.A- Session Law 2011-134, House Bill 416.

County Manager Randell Woodruff explained to the Board that as per the request of Camden County, the General Assembly passed a Bill stating that the Joyce Creek Drainage Board could now have up to 5 members, up from its previous 3. Chairman Duckwall asked that it be put on the September 5, 2011 Board agenda. County Attorney Randell Woodruff asked that a Commissioner be considered for one of the two positions.

Item 4.B- Eco-Park Restrictive Covenants

Planning Director Dan Porter came before the Board to give a presentation outlining the by-laws and restrictive covenants, and any resolutions made to them, for the Camden county Eco-Business Park located on US17 North.

Commissioner Randy Krainiak made a motion to approve County Attorney John Morrison to review organizational documents before providing them to Planning Director Dan Porter to be submitted before the Board for official approval. At 8:13pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Consent Agenda

Vice Chairman Garry Meiggs made a motion to accept the Consent Agenda. At 8:13PM the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

A. Budget Amendments- 2011-12-BA001-2011-12-BA002

**2011-12-BA001
CAMDEN COUNTY BUDGET AMENDMENT**

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2012.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
105800-555002	R/C Grant Expense	\$14,500.00	

109990-500000	Contingency	\$2,417.00
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Revenues:

10330580-434847	Waste Reduction Grant	\$12,083.00
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This will result in a decrease of \$2,417.00 in the Contingency of the General Fund.

Balance in Contingency \$72,583.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 1st day of August, 2010.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2011-12-BA002
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2012.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
106900-512900	Central Communications		\$20,696.00
106900-510101	EMS	\$1,000.00	
105150-521000	Public Defender		\$ 5.00
106600-509000	Workers Comp	\$9,000.00	
105150-554000	Insurance	\$1,500.00	
109990-500000	Contingency	\$8,601.00	
104200-545000	Contracted Services	\$ 600.00	

This will result in an increase of \$8,601.00 in the Contingency of the General Fund.

Balance in Contingency \$81,184.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 1st day of August, 2010.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

B. Tax Refunds, Pickups and Releases

<u>Name</u>	<u>Amount</u>	<u>Type</u>	<u>Reason</u>	<u>No.</u>
Teresa Lynn Williams	\$148.37	Release	Military.	13581
Bernette L. Watson	\$289.00	Pickup	Foreclosure Fee	13610

Christina E. Watson	\$289.00	Pickup	Foreclosure Fee	13609
Bertie Taylor Heirs	\$289.00	Pickup	Foreclosure Fee	13608
Bertie Taylor Heirs	\$294.50	Pickup	Foreclosure Fee	13607
Bertie Taylor Heirs	\$289.00	Pickup	Foreclosure Fee	13606
Bertie Taylor Heirs	\$294.50	Pickup	Foreclosure Fee	13605
joseph Tuinstra	\$289.00	Pickup	Foreclosure Fee	13604
David Levenson	\$289.00	Pickup	Foreclosure Fee	13603
Moses Rogerson	\$344.59	Pickup	Foreclosure fee	13602
James Lanb Jr.	\$350.18	Pickup	Foreclosure Fee	13601
Joyce Marie Richardson	\$317.07	Pickup	Foreclosure Fee	13599
Teresa Gardner Sparks	\$132.24	Pickup	Listed in CurrCo.	13630
Frances Evans Sawyer	\$141.84	Release	Should be CurrCo.	13627
Justin Hutchins Ryan	\$146.07	Release	Military	13612
Douglas James Noeting	\$150.00	Release	Turned in plates	13613
Douglas James Noeting	\$027.00	Pickup	Turned in plates	13613
Douglas James Noeting	\$123.00	Adjustment	Turned in plates	13163

C. Tax Authority to Collect

March 2011

South Mills	Courthouse	Shiloh	Total
15,754.35	18,010.77	10,881.58	44,646.70

April 2011

South Mills	Courthouse	Shiloh	Total
13,852.30	16,305.42	10,845.82	41,103.54

D. ECBH FY2011-2012 Budget

E. Job Description- Custodian

F. Job Description- Waste Water Supervisor

G. Job Description- Distribution & Collection Supervisor

H. Job Description- Distribution & Collection System Operator

I. Job Description- Parks Maintenance Program Supervisor

J. Contract for Indirect Audit FY11

K. Board of Education Budget Amendment

Budget Amendment



Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 29th day of June, 2011, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2011.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services		17,533.00
5500	Co-Curricular Student Services	17,384.00	
5800	School Based Support Services	149.00	
6500	Operational Support Services	488.00	
7100	Community Services		2,142.00
8100	Pymts to Other Govt Units/Trans	2,142.00	
Explanation: Revenue --			
Total Appropriation in Current Budget		\$ 2,650,815.09	
Amount of Increase/Decrease of Above Amendment			+488.00
Total Appropriation in Current Amended Budget		\$ 2,651,303.09	

<p>Passed by majority vote of the Board of Education of Camden County on the 29th day of June 2011.</p> <p> Chairman, Board of Education</p> <p> Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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L. Tax Collection Report

M. NCDOT Petition for Road Acceptance

Resolution No. 2011-07-01

NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION REQUEST FOR ADDITIONS TO STATE MAINTAINED SECONDARY ROAD SYSTEM

North Carolina
 County of Camden
 Road Descriptions:

Christopher Way, Christopher's Acres, Camden, NC

.....

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Camden requesting that the above described roads, the location of which has been indicated in red on the attached map, be added to the Secondary Road system; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described roads should be added to the Secondary Road System, if the roads meet minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Camden that the Division of Highways is hereby requested to review the above described roads, and to take over the roads for maintenance if they meet established standards and criteria.

Sandra Duckwall, Chairman
Camden County Board of Commissioners

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Camden at a meeting on the day of 2011.

Ashley Honaker,
Clerk to the Board

N. Lease Agreement for Child Support Office

Board Appointments

Vice Chairman Garry Meiggs made a motion to appoint Sandra Duckwall (Commissioner), and Donna Stewart (Dismal Swamp Welcome Center) to the Emergency Planning Committee. The next County Manager will fill the spot vacated by departing County Manager Randell Woodruff.. At 8:16PM, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

New Business

Item 7.B- Disaster Recovery Assistance Program

Planning Director Dan Porter presented a proposed contract between Camden County and United Recovery Group, who also represents Pasquotank County and Elizabeth City, to assist and recovery efforts in the case of events such as a category 3 or higher hurricane.

Vice Chairman Garry Meiggs made a motion to approve the transfer by ECBH. the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 7.C- Hunger Action Month Proclamation

Commissioner Michael McLain made a motion to approve the Hunger Action Month Proclamation. At 8:34pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Chairman Sandra Duckwall read the proclamation out loud, and presented it to the Food Bank Executive Director Liz Reasoner.

Item 7.D- Set Public Hearing for the construction of and approval of bids for the South Camden Volunteer Fire Station.

Vice Chairman Garry Meiggs made a motion to set the public hearing. At 8:35pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 7.E- Monthly Tax Report

Tax Administrator Mary Gaskins came before the Board to present the June 2011 tax report.

Commissioner Michael McLain made a motion to approve the June 2011 tax report. At 8:39pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 7.F- Vehicle Tax Appeal

Irving Lancaster of 274 US158, Camden:

- Owns 2011 custom built motorcycle
- County has tax value at \$25,000
- DMV has retail value listed at \$6,500
- Requesting County to list tax rate from \$6,500

Vice Chairman Garry Meiggs made a motion to drop the tax rate to reflect the \$6,500 fair market retail value. At 8:49, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 7.G- Blue Cross Blue Shield Memo

Memo states that if 100% of staff enrolled in Blue Cross and Blue Shield Health Insurance's health program "Blue Points System", the County would provide each employee with one (1) free hour of vacation-leave.

Vice Chairman Garry Meiggs made a motion to approve the memo. At 8:51pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 7.H- Operational Agreement between the USDA-NRCS, DSWC, and Camden County

A contract to supplement the Cooperative Working Agreement between the USDA-NCRS, NCDENR, NCSWCD, and the Albemarle/Camden SWCD. This operational agreement documents those areas of common interest of the federal, state, and local partnership in natural resources conservation.

Commissioner Michael McLain made a motion to approve the operational agreement. At 8:53pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Commissioner's Report

Commissioner McLain noted that Hyman & Robey received the workforce development grant.

County Managers Report

County Manager Randell Woodruff reported the following:

- August 1-7, 2011 is Coast Guard Week, and Thursday, August 4, 2011 is Coast Guard day.
- One week ago Friday, he attended a presentation at Norfolk General Hospital in Norfolk, VA, to present and honor the new edition of the Nightingale Rescue Helicopter. Camden, Currituck, and Pasquotank Counties all contributed to its funding.
- The new County website is up and running.

South Camden Water & Sewer District Board of Directors

Commissioner Clayton Riggs moved to recess the Board of Commissioners meeting and enter into the South Camden Water & Sewer District Board of Directors meeting at 8:57PM.

Commissioner Michael McLain made the motion to approve the consent agenda. The motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

David Credle and Dawn Lowry from the Public Works and Water Departments came before the Board for presentations.

Re-convene Commissioners meeting

No other Questions or Comments. The South Camden Water & Sewer District Board of Directors meeting adjourned at 9:06PM.

Any other Questions or comments?

Meeting Adjourned

At 9:06 P.M., Chairman Sandra Duckwall asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

Chairman Sandra Duckwall
Camden County Board of Commissioners

ATTEST:

Ashley Honaker
Clerk to the Board